iassist

international association for social science
information service and technology
l'association internationale pour les
services et techniques d'information en
sciences sociales

NEWSLETTER

VOL. 3, NO. 2, SPRING 1979

page

EDITORIAL INFORMATION 21

USER NEEDS AND CONFIDENTIALITY IN SWEDEN 23

Erika von Brunken 23

A MODEL FOR USER'S SERVICE: 30

Harriet A. Dhanak and Christopher D. Brown . . . 30

NEWS AND NOTES 38

IASSIST News 38
By the Seat of my Pants 38
Official Conference Report 41
Reports of the Action Groups to the Administrative Committee 43
Other Conference Reports 47

INDEX TO VOLUME 2 50

ADMINISTRATIVE COMMITTEE 52

EDITORIAL INFORMATION

The IASSIST Newsletter represents an international cooperative effort on the part of individuals managing, operating, or using machine-readable data archives, data libraries and data services. The Newsletter reports on activities related to the production, acquisition, preservation, processing, distribution, and use of machine-readable data carried out be its members and others in the international social science community. Your contributions and suggestions for topics of interest are encouraged and welcomed. The views set forth by authors of articles contained in this publication are not necessarily those of IASSIST.

Information for Authors

The Newsletter is published four times yearly, as Winter, Spring, Summer, and Fall issues. Substantive articles are refereed. Articles and other information should be typewritten and doublespaced. Each page of the manuscript should be numbered. The first page should contain the article title, author's name, affiliation, address to which correspondence should be sent, and telephone number. An author should NOT place his or her name on the manuscript itself. The second page should contain an abstract of 100 to 200 words. Authors are requested to follow the instructions given by the "Publication Manual" of the American Psychological Association. Other material for inclusion in the Newsletter should be completely identified by name, address, and telephone number. If the entry is an announcement of a conference, training session, or the like, the notice should include a mailing address and telephone number for the director of the event, or of the organization sponsoring the event. Book notices and reviews may not exceed two, double-spaced, typewritten pages.

Manuscripts should be submitted in duplicate to the Editor:

Thomas Wm. Madron
Academic Computing and Research Services
245 Grise Hall
Western Kentucky University
Bowling Green, Ky. 42101, USA
Telephone: (502) 745-4981

Book reviews should be submitted in duplicate to the Book Review Editor:

Ms. Kathleen M. Heim
Graduate School of Library Science
University of Illinois at Urbana-Champaign
329 Main Library
Urbana, IL 61801

Secretarial support is provided by Ms. Wilma Malone, Academic Computing and Research Services, Western Kentucky University.

This publication is prepared with an automatic text-editing and formatting system (CMS editor, Waterloo SCRIPT, on an IBM 370/165). Manuscripts may be submitted in machine readable form on 9-track, 800, 1600, or 6250 BPI tape written in EBCDIC. Because we allow automatic hyphenation, a very small percentage of hyphenated words may be broken in an unusual manner. IASSIST Newsletter Volume 2, Number 3, Summer, 1978. Published quarterly by the International Association for Social Science Information Service and Technology (IASSIST).

Key Title: Newsletter - International Association for Social Science Information Service and Technology

ISSN - United States: 0145-238X

Deadline for Next Issue: August 15, 1979

ANNOUNCEMENT
THE 1980 IASSIST CONFERENCE WILL BE HELD IN
WASHINGTON, D. C.
WORKSHOPS: MAY 1 (Thursday)
CONFERENCE: MAY 2, 3, 4 (Friday through Sunday)

Send your ideas and suggestions to:
Michael Leavitt
Federal Justice Center
(att. Research)
1520 H Street, N. W.
Washington, D. C. 20005 USA

See "By the Seat of My Pants", p. 18,
for further information

Copyright © 1979 by IASSIST. All rights reserved.

IASSIST Newsletter, Vol. 3, No. 2 (Spring 1979)

USER NEEDS AND CONFIDENTIALITY IN SWEDEN

Erika von Brunken

The issue of data confidentiality has become an important problem for discussion and legislation in many nations. Legislation dealing with data confidentially can have an impact on social science research as well as on methods for archiving and retrieving data. Erika von Brunken, in a paper delivered originally in Ottawa, discusses Sweden's response to the issue.--Editor.

INTRODUCTION

Since May 1973 Sweden has a Data Protection Act (Datalagen, 1973)[1]. As questions related to registration of personal data have attracted considerable attention since the passing of this law, it became obvious that amendments would be needed in a near future. Several parliamentary bills on this subject have been proposed during the past years. In May 1976 a Swedish Government Commission on Data Legislation (DALK) was set up for a general review of the Data Protection Law and of the activities and experience of the Data Inspection Board. DALK examined the legal regulation of the protection of privacy in conjunction with registration of personal data, chiefly problems associated with the use of ADP. As a result of this investigation the report "Personregister - Datorer - Integritet" (Person registers - computers - integrity)[2] was submitted (June 1978). Emanating from this report, a Government Proposal[3] on certain amendments in the Data Act was submitted on March 22, 1979, which will come into force on July 1, 1979. DALK is now investigating the way in which computerization affects the principle of public access to official records, as well as the use of computers in public administration and by the business community as an international phenomenon.

In the following I shall not dwell on the concepts of privacy, integrity, confidentiality, ranging from "the right to be left alone" to "being able to decide and act on one's own", but restrict myself to the legal aspects of privacy protection and their impact on research in the social sciences.

THE IDENTITY NUMBER AND THE PRINCIPLE OF PUBLIC ACCESS TO OFFICIAL RECORDS.

Discussions on privacy and data protection in Sweden revolve around two basic problems: the identity number, assigned to every person living in Sweden, and the principle of public access to official records, confirmed by law in 1766.

The identity number, in Sweden called "person-nummer", has existed since January 1, 1947, and comprises the birth date (year, month, day) and four digits, e.g. 650213-1193. The last four digits are coded information on country of birth, sex, and a control figure. As all information on an individual is stored by this identity number, it was easy to sort immigrants by their national origin. This discrimination has been cancelled

Digitized by the Internet Archive
in 2010 with funding from
University of North Carolina at Chapel Hill

http://www.archive.org/details/newsletterserial32inte

lately, so that now even immigrants get their identity number from the Swedish series. The identity number, the name, address and family relations are entered in a personal file drawn up by the registration office of the parish in which the individual is registered. In the personal file instances of marriage, children, divorce, change of address and death are recorded. If the person moves to another parish, this file is transferred to its registration office. While in most countries the population statistics are still based on censuses, Sweden now has a fully developed system for the continuous recording of population changes in local, regional and national registers. A vast amount of personal data has so been stored in Sweden in machine-readable files, and the identity number makes it technically easy to merge information from different files, originally stored for other purposes.

The principle of public access to official records was established by the Press Law (tryckfrihetslagen) in 1766. According to this law any Swedish citizen has the right to take part of, to read or to copy official records and to publish their content.[2] Even the records of the nunicipal administration are official records due to this law. Certain records, however, are not official, as documents concerning state security, central financial policies, interests to prevent crime or legal action against it, the economic interests of the society, etc. These documents are classified as secret material by the Secrecy Law and are not accessible. Information stored on machine-readable media can be obtained in the form of printouts for a fee. Personal data are not accessible. The Press Law has been amended several times. The latest amendment has been made in 1976 with special application to automatic data processing and other technical recording. The new rules came into force in January 1978.

The Data Inspection Board and its role in the protection of privacy.

The Data Inspection Board is a central administrative agency for examination of matters relating to licenses and supervision in accordance with the Data Act, the Credit Information Act and the Collection of Debts Act.[2] Because of the large amount of personal data stored on machine-readable media since the beginning of the 1960s, the use of ADP was considered to involve such risks of intrusion upon the privacy of a registered person, that special attention had to be paid. Special legislation was therefore demanded for regulation of both public and private personal registers kept by ADP. Since July 1, 1973, every person, firm or authority, who wants to register personal data by ADP, has to apply for a license at the Data Inspection Board. Now even for collection of personal data for automatic data processing at a later date a licence is needed.

The Swedish Government Commission on Data Legislation (DALK) recommends that the following considerations should be taken into account when licence applications are examined:

> " - it should still be permissible to start a personal register if it can be assumed that - having regard to the various regulations which may be issued - the register involves no risk of undue

encroachment upon the privacy of the registered persons

- the significance of the term undue encroachment upon the personal privacy of those registered cannot be decided in general, but must as now, continue to be judged from case to case

- in making this judgment special consideration should be given to whether the purpose of the register complies with the activity conducted or to be conducted by the responsible keeper of the register

- special attention should be paid also to the nature and quantity of the personal data, as also to which persons shall be included in the register, and to whether the nature and quanitty of data and the category of persons concerned comply with the purpose of the register

- special attention, too, should be paid to whether the data to be included in the register were originally collected for another purpose than the register is to serve

- special attention, finally, should be paid to the attitude to the register held by or assumed to be held by those who may be included in it."

DALK proposed additions to Sector 3 of the Data Act on these lines. The proposed additions have been included in the amendment to the Data Act. DALK emphasizes the significance of public interest when a licence is examined, saying "that certain very delicate personal information may, under the Data Act, be registered if called for by a strong societal or other public interest".

When a license has been given to set up and to handle a personal file by ADP technique, the Data Inspection Board gives instructions in accordance with Section 6 of the Data Act on following points:

1. collection of information for the person register
2. how to perform the automatic data processing
3. the hardware
4. processing of personal data allowed by ADP
5. notification of the persons concerned
6. the kind of personal data which may be made available
7. the handing out and other use of personal data
8. preservation and sorting out of personal data
9. control and security.

Concerning the registration of soft data Section 6 was amended with the following: When considering if instructions are needed, special attention shall be paid in case the file contains personal data based on judgments or on appraised information on the registered person.

Person registers ordered by the Government or the Parliament do not need a license, but are supervised by the Data Inspection Board. The Data Inspection Board takes a fee for the license procedures corresponding to the time needed. At the moment the fee is skr.315:- per hour. Research workers sometimes pay reduced fees. Up to now the Data Inspection Board received about 20,000 applications and handled 18,000 of them, 65 per cent by a simplified procedure. The remaining 35 per cent often need a lot of work. Research files belong to this group.

Obligations of the holder of a person register.

Every person, firm or authority who received a license for setting up or holding a person register on ADP is must follow paragraphs 8 - 14 of the Data Act. I present these paragraphs in an abbreviated form:

8. If it can be suspected that some personal data in the file are wrong, the holder is responsible for immediate investigation and correction of the data in question.

9. If a file contains personal data which are incomplete with respect to the aim of the register, and which by its incompleteness might cause undue intrusion into the personal integrity of an individual or might have legal implications, the holder has to supplement the missing information.

10. If a registered person requests it, the holder of the file has to inform the applicant about the content of the personal data stored on him/her. Even if no information has been stored, this has to be stated. Once information has been given, no new information has to be confered to the same person before 12 months later. This kind of information is free of charge. Certain information is yet excepted from this rule.

11. Personal data may not be handed out if it can be suspected that the information will be handled by ADP in conflict with the law. In case information shall be handled by ADP in a foreign country, the consent of the Data Inspection Board is needed. Such a consent will only be given if no intrusion into personal integrity is involved.

12. The responsible holder of the file has the obligation to notify the Data Inspection Board if the register shall be closed. The Board will then give instructions what to do with the file.

13. The responsible holder or other persons working with a person register or collecting material for the file are not allowed to reveal information on an individual. The same is valid for persons who received information from a person register.

14. If authorities use ADP records for handling or hearing a case, the material shall be added to the records in readable form, if not special reasons give rise to another procedure.

Those who break the law can be punished by fines or prison. An individual has the right to claim damages if intrusion into personal integrity has occurred. The Data Inspection Board may recall a license in case personal integrity has been violated or cannot be secured.

MERGING INFORMATION FROM DIFFERENT FILES BY USE OF THE IDENTITY NUMBER.

The linking of files or merging of information from different files, originally set up for other purposes, has aroused public opinion and drawn attention to the need for protection of privacy. It is technically easy in Sweden to merge selected information from different file by using the identity number. All information on an individual is stored by this number. The tax office checks your declared income, the social welfare authorities make sure you have not received undue allowances, etc. The Cancer-Environment-Register, conducted by the National Board of Health and Welfare, is the result of merging information from the Cancer Register with census data on occupation, working place, living quarters, education, etc. A more restricted use of the identity number, even its elimination, have been discussed, but the advantages are surpassing the disadvantages. The joint running of files would not be as easy as now, but name confusions would lead to infringement or privacy instead. It has been recommended that the identity number should not be printed in data outputs if not necessary.

DALK says: "As regards other aspects of linking, it has above all been pointed out in the debate that public agencies, with the aim admirable as such to fulfil their functions as justly and rationally as possible, have tended increasingly to make use of ADP and the possibilities of linking registers in order to check the correctness of particulars submitted by the individual in different contexts. But it is not unusual that the private sector as well, e.g. insurance companies and credit information agencies, uses data in various official registers to check information submitted by the individual relevant to a particular private sector. Apart from these instances, the linking and other joint use of data would appear to be commonly desired in scientific research, including community planning and the production of statistics. These aspects of the linkage problem involve, in DALK's opinion, a broader political issue, namely which methods should be accepted that public and private bodies use for checking the correctness of particulars submitted by the individual, often on oath or in similar forms, in a specific administrative matter or a specific customer relationship."

The question is to weigh the infringement on privacy against the demands of the public interest. DALK proposed that governmental instructions should define more clearly for which purposes data in official registers may be used. This might quiet the public uneasiness concerning uncontrolled use of individual data.

SOFT DATA AND OTHER SENSITIVE INFORMATION.

The need for and the use of soft data and other sensitive information and their handling has been discussed thoroughly by the research community and the authorities. The point of view differs, depending on who is discussing it. Largely the authorities agree that soft data should be handled with utmost care and should be judged from case to case. The Data Inspection Board emphasizes that it cannot be said generally which kind of information is sensitive, and which is not. Important is the feeling of the individual towards it. It is that perception which should decide from case to case. The Data Inspection Board attaches great importance to the viewpoints of the ethical committees at the respective faculties. These committees investigate research projects of sensitive nature, and examine if they can be performed in accordance with ethical rules. The restrictive view of the Data Inspection Board is shared by DALK, which proposed the amendment to Section 6 of the Data Act already mentioned earlier.

As expected, the strongest criticism against the proposed amendments have been expressed bY research workers in the social sciences. Professor Carl-Gunnar Janson, sociologist and Dean of the Faculty for Social Sciences at Stockholm University, expressed the view of the Board of the Faculty in an answer to the Department of Justice, which submitted DALK's report for consideration.[4] He said that neither freedom nor right are absolute, neither the freedom to do research, nor the individual's right for privacy. The interests of the society had to be taken into consideration. If all risks should be eliminated, research would be made impossible, which in turn would endanger society. The Board was afraid that DALK's way to balance the demand for integrity against the demand for research might become fatal for future research in the social sciences in Sweden. Janson stressed further that the Data Protection Law already has affected research in a negative way, and that the protection of privacy has changed for the worse. He foresees a strong bureaucratic impact on research, and as a consequence reduced empirical research. Janson proposed that a distinction should be made between administrative and pure research files, the latter ones should not need a licence. This idea had already earlier been presented by him during a symposium on "Forskning och integritet" (Research and Interity), arranged by the Faculty of Jurisprudence at Stockholm University in March 1978[5], where research workers from different fields in the social sciences had met and discussed their experiences. Several participants of this symposium emphasized the need for soft data and the necessity to store them for later use in longitudinal and panel studies. The elimination of the identity number would make such studies impossible. Concerning archiving and sorting out data files it was pointed out that it should be born in mind what kind of data might be of value for research 20 years or more ahead, and that the demands of future research should be met.

The Research Council for the Social Sciences, well aware of the need to preserve research files, set up a working group on data archiving matters in March 1978. The final report of this group has just been presented, but no deci-

sion has yet been made. Ulf Christoffersson from the University of Gothenburg, a member of IASSIST, belongs to this group. Probably he will report on this work at a later date. The Board of the Research Councils, Forskningsradsnamnden, set up a committee on longterm research for investigation of the need for future access to data. The work of this committee has been presented in a report "Forkningens framtida datatillgang" (Future access to data for research)[6] by Christer Winberg and Sune Akerman.

FINAL REMARKS.

Sweden is known as an open society where information is allowed to flow freely. It might seem astonishing to people from other countries, that the Swedes are willing to accept the accumulation of a vast amount of personal data on them in official files, which later on might be used for supervision by governmental or local authorities. I think as the principle of public access to official records gives the citizen a possibility for insight into public administration, a feeling of reciprocity is created. There have been opinion polls after the Census of 1970 and 1975, as some questions asked in the census were seen as an intrusion into privacy, but I think people are not yet aware what possibilities for control are given by storage of those files by ADP technique. It just begins to dawn on them. What is embarrassing people most, are the personally addressed advertisements filling their mailboxes.

Still we are an open society. Research workers, representatives of the Data Inspection Board, the Research Councils and the Central Bureau of Statistics have been most helpful by providing me with information. Summarizing my impressions very crudely I could say: the farther away you are from research, the less you are worried about the impact of data legislation on future research.

References

1. Datalagen SFS 1973:389.

2. Personregister-Datorer-Integritet SOU 1978:54, Liber Forlag

3. Regeringens proposition 1978/79:109 om andring i datalagen (1973:289) Riksdagen 1978/79. 1 saml. Nr 109.

4. Stockholms universitet, Samhallsvetenskapliga fakultetsnamndens remissyttrande over datalagstifningskommittens betankande. 1978-11-01.

5. Forskning och Integritet. Symposium 9-10 mars 1978 anordnat av juridiska fakulteten vid Stockholms universitet 1878-1978.

6. Winberg C. and Akerman S. Forskningens framtida datatillgang. Samarbetskommitten for langsiktsmotiverad forskning. Juni 1976.

IASSIST Newsletter, Vol. 3, No. 2 (Spring 1979)

A MODEL FOR USER'S SERVICE:
PROVIDING FOR INFORMATION AND DATA RETRIEVAL
FROM AN ARCHIVAL, USER, AND DEVELOPMENT LIBRARY

Harriet A. Dhanak
Christopher D. Brown
Michigan State University

Although the Newsletter has carred several articles dealing with the various operations of specific archives (The Roper Center, NORC, etc.), the organizations reviewed were establishments devoted primarily to providing archival and library services. Many of the members of IASSIST, in contrast, work alone or with limited assistance, within the context of an academic (or other) department. The article which follows was first presented at the 1979 IASSIST Annual meeting in Ottawa and is a description of the way in which a departmentally organized archive is confronting its work.--Editor.

INTRODUCTION

This paper will deal with the problems of information storage and retrieval associated with a machine readable data archive located within a teaching/research department, namely the Political Science Department of Michigan State University. A model, in the process of development and implementation, is described that hopefully will alleviate the problems we have encountered. The mode of delivery of copies of machine readable data files will be discussed as well as modes of user information storage and retrieval.

Some subjects germane to the topic, such as cataloging machine readable data files in a traditional library, have been dealt with extensively elsewhere and will not be discussed here. While there are generic problems facing the archives that deal with machine readable data files, this paper will focus on the ones that are central to our users and functions of the archive. Points to be developed and discussed are the characteristics of the user community and the Michigan State University computing system plus our tasks and needs and those of our user community.

LOCAL SITUATION

Because the Political Data Archive is located within a teaching and research department, our contact is with researchers, faculty and students, during the period that their work is in progress. Through the Politometrics Laboratory also located within the department, we will either conduct the computer runs or assist the users in all aspects of the computer applications. Therefore, we find it necessary to address their needs as well as needs of the archive.

The present situation on our campus is:

1. We are the only archive of machine readable data files of cross disciplinary material on the campus.

2. The main library is not in the immediate future planning to hold our types of files. At present the code books are not located in the main library, but are in a library located within the Political Science Department.

3. The archive also serves the College of Social Science and the university community as the supplier of data sets from the Inter-University Consortium for Political and Social Research.

4. The Michigan State University Computer Laboratory maintains a Control Data Corporation 6500, with an Inter Data that handles the terminal I/O. A CDC 6400 is available on a limited basis for batch work. A Hewlett Packard 2000 is maintained primarily for instructional purposes.

5. The Computer Laboratory offers consultation on system problems, computer language (Fortran, Cobol, etc.) execution problems and for analysis packages such as Statistical Package for Social Sciences and the MSU STAT package.

6. An interactive multipurpose computing package is not maintained by the Computer Laboratory.

7. Within the department, we need the use of special analytic programs that must be updated with computer system changes and modified for research needs.

RESEARCH PROBLEMS

One problem both for researchers and others using a computer system for information manipulation that differs from a traditional library use is that the functioning unit or system is under constant change, that is, the enviornment within which one works is constantly changing. The computer system itself may be changing with a new model or even worse a new vendor. The existing computer system is altered, hopefully upgraded, and is not necessarily upward compatible. New programs/methods are introduced on an existig system, and the changes may prevent previously executable program from running.

This situation presents computer-oriented researchers with an important cost in personal and professional time just to keep up with the changes. This time is above the time consumed learning to use computers as a research tool. For those who constantly use a computer the information is easily recalled and current. However, most researchers will use computers episodically and the development of our model is partially dictated by the characteristics and needs of this type of user. Those using a computer must familiarize themselves with some aspects of their use, at least analysis packages such as SPSS. We would hope to assist such users by enabling them to obtain a data set with a minimal knowledge of tape handling proce-

dures, assuming that the data set is on tape.

ARCHIVE PROBLEMS

Several authors have addressed some of the issues of special interest to us, with most noting common problems. White (1974) discusses and cites literature that compares the varyng functions between libraries and archives. The discussions deal with acquiring libraries and those concomitant problems, not with data management problems associated with research or secondary analysis. He cites the difficulties facing researchers in gaining information on the machine readable data files available.

The implementation of our system will expand the information on available data-sets, and will also archive user library services to the university community. Our aim is to break the pattern of information access noted by White that one needs personal contacts to gain knowledge of data set availability.

Ferguson (1977) notes the types of questions data file users ask of library and computing organizations. Their interest is not in partitioned responsibility between the library, computer center and archive, but in the availability, access and documentation of data files.

Grandon (1978) discusses archive development stages in general and then details the system under development at the Social Science Data Center/Roper Center. His paper describes functions in which all machine readable data file archives must participate to a greater lesser extent. The one aspect that we will focus on is his suggestion of a machine readable index of holdings. He details the SSDC method of keeping tape file information on a card image file. We have already used that method, and found that it was not adequate for our needs. The card image file could be augmented when new files were created for a study, but basically it was laborious and could be inaccurate.

All archives, large or small, with all our variations, are facing a similar problem: The basic problem is the storage and retrieval of various levels and types of information. We have probably all gone through the same process of first producing a hard copy list of holdings -- typed at first, then later placed in machine-readable form. Many archival holdings and most user data sets were on cards and were laboriously carried around with notes and information written on the cards or across the top of the deck. When data sets were/are stored on tape or disk, a user can no longer visually inspect the data and an uneasy feeling sets in. This is the period that technological change in data storage outstripped the means used to document files and studies.

This detailing of developmental problems in archiving does not even begin to confront the enormous task of indexing variables across studies. Since we do not have the resources to deal with these problems, we will move on to those that are presently manageable. We hold about two hundred and fifty studies, and have a library of about three hundred tapes that probably contain about two thousand files. We also have the usual need for the dissemination of information on the studies available and have a program that lists them as card images

by subject and author within subject. Archivists and researchers are faced with the problems of increased complexity of machine readable data files, and with multiple files associated with one study title.

A survey might consist of one rectangularized file of one to two thousand card images, or may contain tens of thousands. The latter presents only problems of bulk. A survey may be updated (new editions) by cleaning or for other reasons. Panel studies present additional difficulties by having the problems already noted as well as the addition of new waves. To this list of complexities and problems is difficulty of hierarchical files.

At present our biggest problem is to store, retrieve, and have available information on tape files and a machine retrievable document for each study with a description of each file. Turtle (1978) also notes that file documentation was deficient in the library at the Tennessee Valley Authority and proposed procedures to improve the existing documentation system. We differ from her in that she states "a computer tape library ... contains only one physical format for information". A serious problem for our archive and users is that we may have multiple formats for files of one study. These may include forms usable by a batch-oriented analytic package while the file may also be stored diffecently for on-line terminal use.

Clerical procedures, for tracing files and problems with tape, (such as parity errors or the need for cleaning), require an inordinate amount of time and become insufficient and redundant. File documentation for studies with only one file that may be updated is not difficult and a method is suggested by Carter and Roistacker (1976) that is enforced by the Social Science Quantitative Laboratory at the University of Illinois. However, levels of information and documentation plus a prohibition of duplicate names (a search is conducted as each entry point for dups) will give our users more flexibility.

MODEL

The model that we are developing:

1. assumes minimal computer-associated knowledge by users.
2. will be a method for information storage and retrieval of documentation and/or numeric data.
3. will be a process that will allow modification of the stored indexes* and the programs executing number two above without having to redo the stored sets of archival information.

This model can be viewed as a multipurpose system that will serve users who:

1. are browsing for information by author, title subject (general) and

---

*This refers to archival documentation records as opposed to codebooks and other hard copy documentation describing a specific data set.

geography;

2. are searching for a specific author, subject, or geographical area;

3. may want to retrieve a file that they specify from tape or disc;

4. have the need to create their own library;

5. wish to hold information and files in the developmental section of the library for creating temporary files and the documentation associated with them.

The system will enable archival maintenance and updating of all material, and logging and accounting records of all activities.

After trying some of the approaches previously mentioned, it became obvious that we need a comprehensive approach to the management of information on studies and their associated files, that would enable us to actually simplify our procedures. One needs the efficiency of only doing a job once, not multiple times, and when using student help one needs an ongoing system that does not require more explanatory time than executing time.

Frequently not enough time is spent in designing a system, which leads to implementation problems. We have spent much time, thought, and planning for a model that will serve well in the context within which it is anticipated it will operate.

The development or use of a system such as RIQS (1975) with tutorials would be very helpful to new users, but at the present time it is beyond the scope of the system we will be implementing. A CAI is under development at our institution, and will be used if suitable to our application. We plan to develop a simple querying system, not a sophisticated one.

Our interest in a developmental library and in allowing users to create their own libraries comes from working with researchers and classes and attempting to keep track of all the tape and file activity. As with many aspects of research work, documentation of work in progress is one of our biggest problems. Although the problem of classifying, cataloging and documenting studies has been dealt with in the appropriate literature, there is not, to my knowledge, any (or much) literature on systems designed to deal with the information problems associated with developmental file systems for users in an academic setting.

Those who have large grants may be able to hire their own staff to keep records, but most university researchers must keep their own records of their work as it progresses to completion through various files. At a later period the information on files could remain on a permanant record and accessible to them or it could be scattered.

A user creating their own library will be given the flexibility of entering all information and documentation that is standard for the system and will have the choice of limiting or permitting public access to any or all levels of information. Ferguson (1977) has noted the reluctance of researchers to enter information on their studies into library or archive records. Our system will allow them the privacy they require and a

method of documentation they need and a history of their studies previously entered.

The information to construct the indexes of information resides on several files. The files contain information in a hierarchical structure with imbedded fields to link them together. This allows us flexibility both with the files (used as data) and programming, that is, one or both can be modified independently.

By using the hierarchical file structure of the holding files, we plan to include a list of studies availabe to us, but not located in the archive. This will enable the university community to know all the ICPSR studies listed in the User's Guide and could be easily updated when we receive periodic notice of new holdings. If we obtain a membership in the Roper Center, that information would also be entered.

At the on-line querying stage any user will be given the information needed to submit a batch job to obtain a copy of the required data. Tape numbers and their necessary information (tracks, density, character mode, etc) and file position will not be needed by the user to request a file. File location, whether disc or tape, will be retained in the index and the file retrieved with a simple command followed by pertinent information. For various policy reasons, the computer laboratory at MSU will not allow a request for a tape mount to be executed when one is on-line at a terminal. Although it is limiting when one needs a small file, it is not as restrictive as it appears because when one is working with a large data set, batch mode is generally preferred due to both time and cost factors.

Users running under archive supervision could have a job submitted for them to retrieve a copy of a tape file. We will also have a pool of tapes available for storing their analysis data and the indexing information entered while the job is execution, thereby relieving them of the problem entering minimal information to the index at a later date. At this time (1979) we have four files of information linked in a hierarchical manner, plus a subject file, an authorization file and a documents file.

The holdings file contains information on the type of system (Archive, User Library, Development). A twenty character acronym will be the index reference for a study. Authors, title, subjects, geography, and date are information that will be used for searching and printout. Read and alter passwords can be set at this level.

The mapping file contains information on the version (edition, set or subset), and as many as necessary can be established for a study. This will cover multiple files, updates, etc. This level will also offer a restriction code if needed. Date, document, and other user information will be held here.

The access file has information on the form of a file (coded, binary, card deck, book, SPSS file, etc). The file location (tape reel number and file position and position of reel in a multiple reel file), and number of accesses. There will be as many forms of a version as is necessary. General users will be restricted (except with permission) to accessing only archive files that are in standard format that match the codebooks. Other form information will be for archival information only.

The tape file will contain the standard tape information, e.g. tracks, density, label, mode, owner, plus a tape history of accesses, cleaning date, and number of mounts.

The authorization file will contain access level, accounting information, logging information and scheduling action if necessary. This file will provide information for report generation. The scheduling algorithms will be particularly helpful for instructional files.

The document files contain the standard information on each study: number of cases and variables, sampling design, abstract, issuing archive, published material, etc. We are still formulating a design for a version document section. We plan to have documentation accessable in several modes and are still designing this phase.

Those studies under archive entry and control will have all of the specified information entered. To store a file a user may enter all of the above information for a permenant file, or enter only the acronym, version and form for temporary files. In this case default information will be entered by the archive system.

CONCLUSION

This paper has described an information system still under development that will solve some of our problems of maintaining a machine readable data file archive in an academic setting. Much planning and programmming effort has been expended to date on this relatively small problem. If the College of Social Science, Computer Center, and main library choose to build an infrastructure similar to those units found at Stanford, Wisconsin and Northwestern among others, we believe that the existing files of information in combination with the executing program structure will serve as a base for expanded holdings and services.

One is left with a frustrating feeling that there are developments occuring elsewhere that would be of use to us and coversely, others might use our efforts to their benefit if we could surmount the major problem of program transportability to other vendor systems. We seem to be "reinventing the wheel" at many institutions.

References

Carter, M. C. and Roistacher, R. C. Statistical and Data Support to a Heterogenous user Community. First International S. A. S. Users Meeting, 1976.

Ferguson, D. Social Science Data Files, The Research Library and the Computing Center. *Drexel Library Quarterly* 13(1977), 70-79.

Grandon, G. M. An Archive Development System: Specification and Progress. 1978 IASSIST Annual Conference.

ittman, B. and Borman, L. Personalized Data Base Systems. *RIQS--Remote Information Query System* (Los Angeles: Melville Publishing Co., 1975), Chapter 2.

Turtle, M. and Smart, C. W. The Role of the TVA Libraries in Digital Data File Documentation: A Demonstration Project. 1978 IASSIST Annual Conference.

White, H. D. *Social Science Data Sets: A Study for Librarians.* Ph.D. Dissertation. (Berkeley, California: University of California, 1974), Chapters I, II, and III.

ROUND II DELPHI QUESTIONNAIRE INSTRUCTIONS

PLEASE READ CAREFULLY

In the last issue of the Newsletter you were asked to respond to Round I of a Delphi study designed to aid our thinking about future developments relating to the distribution and archiving of machine readable data. That questionnaire was completely open-ended and was structured to elicit the ideas and concerns (in a number of categories) of the members of IASSIST. The responses from Round I were used in the development of the questionnaire presented in this issue -- a closed questionnaire consisting of forty-five "event" statements.

For this Round of the Delphi we are asking that you respond to each event statement with three different ratings or "Questions" (designated Question 1, Question 2, and Question 3). Questions 1 and 3 are seven point rating scales extending from "Low" to "High". Question 2 requests that you make an estimate of the Year in which the event will take place or begin. With these three Questions we are attempting to do the following:

1. Assess the importance of each event to the members of IASSIST (Question 1).

2. Forecast the approximate date by which the event will occur or begin to change (Question 2).

3. Estimate the likelihood that the event will actually occur (Question 3).

When the data are evaluated, median ratings on each of the three questions will be used as an estimate of the collective viewpoint of the IASSIST membership.

When using the seven point ratings scales for Questions 1 and 3 the scales should be interpreted as follows:

1. Very low importance or likelihood.
2. Moderately low importance or likelihood.
3. Low importance or likelihood.
4. Neutral importance or likelihood (a 50/50 chance).
5. High importance or likelihood.
6. Moderately high importance or likelihood.
7. Very high importance or likelihood.

To use the scales, simply CIRCLE the number which best approximates your viewpoint concerning the event statement.

Our primary concern is in forecasting directions in the nineteen eighties so your estimates of dates should generally be in the time period 1980 - 1990. It may be, however, that for a particular event you believe that the date will be later than 1990 -- if so, indicate the

date. If you think the event will never happen, enter "9999" as the date. If you cannot make an estimate, enter "0000". Please try to make an estimate for each event statement.

We have attempted to make each event statement as clear as possible and as unambiguous as possible. One of the failings of the Delphi Method, however, is that it is occasionally necessary to use terms such as "Expanded use of" or "A significant increase in" or a "A precipitous increase in". Such terms are, obviously, not very precise. With the present Delphi when we use terms such as those listed we are attempting to convey the idea of clear and unmistakable changes in direction from any current trend. Since the term "precipitous" is stronger than the term "significant", "precipitous" implies a sharper departure from any current trend than does "significant". Both terms, however, imply a departure from any current norms. While this explanation of terminology is not entirely adequate, for the present purposes we believe the simplicity of the approach outweighs the complexity of alternative forms.

An additional problem which often occurs with Delphi studies is that one event may be dependent on one or more other events, yet the rater is asked to respond to each statement in isolation from other statements. There is a technique, called cross-impact analysis, which avoids this problem by requiring judgments on a single item in relationship with other items. The problem with cross-impact analysis for the present study is that the complexity of the questionnaire is greatly expanded. Furthermore, without some data of the sort we are attempting to acquire with this questionnaire, it is difficult to construct a cross-impact study. Please make every effort to rate each of the events, notwithstanding the problem of ratings in isolation from other events.

At the end of the questionnaire are a few demographic items which will assist in the analysis of the data. In addition, there are some blank spaces provided for comments and for the suggestion of additional items. If you wish to comment on the study and the directions in which we may be moving, please do so. Such comments will aid us in the substantive analysis of the data.

Finally, when you have completed the questionnaire, please place it in an envelope and mail it to:

Thomas Wm. Madron, Editor
IASSIST Newsletter
Academic Computing and Research Services
245 Grise Hall
Western Kentucky University
Bowling Green, KY 42101

Please respond to the questionnaire as quickly as possible. We would like to present our findings in the next issue. If you live outside the United States, airmailing the questionnaire would be helpful. First class postage is required within the United States.

Thanks for your help and cooperation.

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

1. A significant increase in the use of proprietary restrictions on the dissemination of data.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

2. Expanded use of restrictions (copyrights, restrictive contracts) on the use of software used for archival and analytical purposes.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

3. An expansion of the use of "non-standard" formats for disseminating data.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

4. A decline in the ability of archivists to promote the use of standardized systems for defining data elements (variables).

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

5. A decline in the ability of archivists to promote the use of standardized systems for classifying and retrieving machine readable data.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

6. A precipitous increase in the amount of machine readable data.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

7. As the quantity of machine readable data increases, a growing inability to deliver information to appropriate users.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

8. Rising labor costs affect the ability to archive and disseminate machine readable data.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

9. Rising energy costs affect the ability to archive and disseminate machine readable data.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

10. The generation and dissemination of standard indexes for machine readable data.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

11. Growth in the importance and use of non-numeric machine readable data files.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

12. An expansion of cooperative efforts to develop union lists of machine readable data.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

13. Expansion of storage space requirements for data files.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

14. Standardization of criteria for evaluating the importance of data files for inclusion in an archive.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

15. The rising cost of traditional methods for disseminating information (paper, printing) alter methods and techniques of dissemination.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

16. Expansion of the variety of users requiring machine readable data files.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

17. Expansion of commercial archival services for machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

18. Development of more varied funding techniques for the development of machine readable data archives.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

19. Increased need to capture governmentally generated machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

20. Increased need to capture commercially generated machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

21. Expansion of techniques for more broadly disseminating data to user groups at the local (or operational) level.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

22. Lower demand for machine readable data as a by-product of a poor economic climate for higher education.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

23. Expanded information retrieval services through the development of specialized keyword dictionaries.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

24. The growth of limitations for computer access by end users.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

25. Increased need for access to machine readable data files through technical systems which are transparent to the end user.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

26. Expanded training of ~~potential~~ end users concerning the availability and use of machine readable data files.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

27. Dissemination of data files through networks rather than by tapes or other magnetic media.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

28. Establishment of centralized and hierarchical data networks to improve access and to reduce cost of access to machine readable data.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

29. Expanded use of microfilm or microfiche techniques in the dissemination of documentation and other relevant information.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

30. Use of cassette tapes or diskettes used in conjunction with microcomputers (or with larger mainframes) for the dissemination of information.

LOI HII LOL HIL
YOUR ESTIMATE
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

31. The use of multi-media technology (computer/television/telephone) for the dissemination of machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

32. Through the use of computer generated microfiche, dissemination of materials not heretofore available (entire library catalogues, for example).

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

33. Increasing impact of microcomputers on the methods for distibuting machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

34. Development of hierarchically organized networking software allowing the use of microcomputers (or intelligent terminals) in the process of disseminating machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

35. Expanded deployment of terminals in libraries, places of business, homes, etc., to assist in the accessing of data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

36. Development of a "universal", natural-language oriented, method for accessing machine readable data.

LOI HII YOUR ESTIMATE LOL HIL
1 2 3 4 5 6 7 ( ) 1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

37. Greater concern for problems of human engineering in the production of equipment designed for data retrieval.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

38. Development of software and hardware for dealing more automatically with natural language materials.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

39. Expanded deployment of font-independent readers for converting printed materials into machine readable form.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

40. Expanded concern on the part of machine readable data archivists with commercial and governmental data needs.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

41. Expansion of the scope of IASSIST to meet the demands of users other than researchers.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

42. Substantial resources devoted to the development of less expensive methods of information delivery.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

QUESTION 1	QUESTION 2	QUESTION 3
HOW IMPORTANT IS THIS EVENT TO THE DELIVERY OF SERVICE?	ABOUT WHAT YEAR WILL THIS EVENT TAKE PLACE OR BEGIN?	WHAT IS THE LIKELIHOOD THIS EVENT WILL TAKE PLACE?

KEY 1 LOI=LOW IMPORTANCE HII=HIGH IMPORTANCE
KEY 3 LOL=LOW LIKELIHOOD HIL=HIGH LIKELIHOOD

43. Improved understanding of and techniques for dealing with cross-national data delivery and dissemination.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

44. Increased need for data security as a byprOduct of computer oriented criminal activites.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

45. Increased difficulty in disseminating machine readable data as a byproduct of privacy legislation.

LOI HII	YOUR ESTIMATE	LOL HIL
1 2 3 4 5 6 7	( )	1 2 3 4 5 6 7

Are There other Events of Importance?

46. ____________________

47. ____________________

48. ____________________

49. ____________________

50. ____________________

51. In what region do you reside?

☐ 1. Western Europe
☐ 2. Eastern Europe
☐ 3. Canada
☐ 4. The United States
☐ 5. Other (Where) ______________________________

52. Institutional Affiliation:

☐ 1. Academic Institution
☐ 2. Commercial Organization
☐ 3. Governmental Agency
☐ 4. Independent data archive
☐ 5. Other (What) ______________________________

53. Regardless of the type of agency for which you work, are you you employed within a department which has:

☐ 1. Primary objectives other than data archiving?
☐ 2. Does primarily data archiving and servicing?

54,55. How many employees devote substantial amounts of time to data archiving? [_____]

Comments

NEWS AND NOTES

IASSIST NEWS

By the Seat of my Pants

Alice Robbin
President

Some Reflections on the IASSIST Conference

IASSIST's Annual Conference, held this year in Ottawa, Canada, May 7-10th, was notable for several reasons.

First, during the entire conference, whether in formal sessions of informally, conversations revolved around various aspects of IASSIST's role, objectives, and potential contributions. One could say that this concern is typical of what happens to all organizations several years after their creation. An organization is created by a few individuals whose needs are not being met (in IASSIST's case, a professional organization for individuals involved in library and archival activities related to machine readable data for the social sciences). The organizations grow as different individuals are brought into the fold and the structure no longer reflects adequately the needs of this larger constituency.

Indeed, the Ottawa Conference can be considered a turning point for IASSIST: The Administrative Committee represents the organization's first elected executive body. Recommendations flowed in from IASSIST members requesting more direction from the leadership. Members requested a reorganization of the Action Groups to reflect more accurately the members' needs. A new constituency was added, commerical vendors of on-line numeric data bases, and one constituency was significantly enlarged, archivists of machine readable public records. And, although one Action Group was originally designed to recognize the educational function of IASSIST, IASSIST members expressly articulated the need for a Committee on Education, workshops designed to teach various aspects of activities related to machine readable recores, and development of curricula to prepare people to work with machine readable records.

Thus, the Ottawa Conference became a reorganizational meeting. Official actions taken by the Administrative Committee reflect this desire for reorganization. (Elsewhere in this Newsletter, the reader will find the "Official Record of the Administrative Committee Meetings.") As a result, Per Nielsen, elected as Vice-President, is requested to carry out a review of the current committee structure. Members of the Administrative Committee will participate actively in each Committee. The Constitution will be reviewed and changes recommended to the membership. A Publications Committee has been established to review the Newsletter, make recommendations, and explore possibilities for future publications. A Membership Committee was established and will work on a publicity campaign to increase membership.[1]

---

[1] IASSIST members are urged to

A second aspect of some importance was the degree of informal informational exchange which took place. Two incidents stand out in my mind: First, the Zentralarchiv fur Empirische Sozialforschung, represented by Ekkehard Mochmann, has long been involved in developing a retrieval system to access information about the machine readable data files in their collection. (In addition to the Zentralarchiv (ZA), the Danish Data Archives (DDA), Leisure Studies Data Bank at the University of Waterloo, and the Steinmetz Archives in Amsterdam have been working since 1974 in this area.) In North America, this interest is only recent, and has, as I see it, been stimulated by the entrance of the library community into machine readable records, where on-line bibliographic data bases have been an effective informational tool for print documents (articles, citations, index, and catalog records, for example) since 1968. With the exception of only several data librarians, there is little experience in developing retrieval systems for information about machine readable data files. Mochmann had the opportunity to share his experiences in developing the ZAR system with many people, including members of the Roper Public Opinion Research Center. Second, the data archive community seems finally to have become convinced of the importance of bibliographic citations and is on its way to meeting some of the needs of the library professional, who is typically called upon as an information resource person: This could be seen with the adoption by the AZ, Waterloo, and Steinmetz of the bibliographic citation for machine readable data files and its incorporation in the record describing a machine readable data file.

Thirdly, with the entrance of the private sector, the commercial on-line numeric data base vendors, IASSIST data archive/library professionals, who are primarily within academic institutions, were introduced to a very different perspective on numeric data. The entrance of this group of people into IASSIST should enlarge the original interests of the IASSIST membership and invigorate IASSIST. These vendors share many of the same problems (e.g., software development, quality control), but they also have a different view about the way the world works (particularly in advancing the use of numeric data). This can only prove beneficial to all IASSIST members in the long run.

Fourthly, as I see it, IASSIST must turn its attention to more theoretical and "generalizable" issues. There was a strong pedagogic flavor to the Ottawa Conference. This is good; IASSIST, as we have already said, has certain

---

particpate in committees of their interest. If you wish to work on the Publications Committee, please contact Ms. Harriet Dhanak, Department of Political Science, Michigan State University, East Lansing, Michigan, USA. If you wish to work on the Membership Committee, please contact Ms. Jackie McGee, RAND Corporation, 1700 Main Street, Santa Monica, California 90406 USA or Henk Schrik, Steinmetz Archives, Kleine-Gartmanplantsoen 10, 1071 HW Amsterdam, Holland. If you are interested in the Committee on the Constitution, contact Harold Naugler, Public Archives, Machine Readable Archives, 395 Wellington Street, Ottawa, Ontario, K1A 0N3. Your interest in the Education Committee should be addressed to John McDonald, (same address as Naugler).

educational responsibilities. Yet, if more analytic and conceptual work is not carried out by its members, IASSIST will not offer a stimulating "adventure" to members who are already professionals in the field. There is a wide array of problems which require reflection, such as organizational and institutional problems related to national and international information programs, which must by necessity include machine readable records; the interface of technology, human resources, and information infrastructures; information systems analysis and design of machine readable numeric and bibliographic data systems; development of software which is more user-oriented and does not constrain the data structures which social researchers, analysts, and policymakers use; curricula development; social networking facilities; data transfer; complex relationships between the public and private sectors which transfer and utilize machine readable data; economic and social incentives for quality data and documentation; maximizing scarce resources for optimum use of computer and communication technologies. The list could go on. The point is that IASSIST must move in the direction of more general information science and technology issues, look at a broader picture, think about the future direction of information and knowledge building. Concrete is good, but theory is the foundation.

On Planning the 1980 Conference

As you will note elsewhere in this issue, the IASSIST 1980 Conference will be held in Washington, D.C. Members of the Washington contingent have already begun planning. The conference will be held on May 2, 3, and 4 (2 1/2 days), with workshops on May 1st. Within a month, a theme will have been chosen, but the outlines of the program contents are already in evidence.

The emphasis will be on international persepctives in the man-machine interface: policy, technology, and educational requirements for the generation, transfer, and use of statistical data for the social sciences. The aim is to promote the effective utilization of machine readable statistical information as a resource for technical and socio-economic development, through improving coordination of information activities within the international system and by providing expertise in the development of information organizations and practical and theoretical training of information personnel and users.

A recent article in the American Society of Information Science Bulletin (February 1979, 5(3), 20) notes that our societies have arrived in the Information Age, "in which the major human activity will be delivery of information rather than production of material goods. With this new era comes a new set of problems and opportunities." The 1980 Conference is an opportunity to discuss, argue, and evaluate the history, present state, and future of various aspects of information processing which deal with computer-readable statistical information. Papers will report on the state of the art as well as advances in theory and practical applications as related to data, computers, and dissemination of information about data. There will be an emphasis on policies to encourage the free flow of information across national boundaries and what and how public and private sector policies and activities can

be designed and implemented to enhance data transfer. The 1980-81 international census round will be addressed. Educational requirements will be examined for training professionals to organize and manage machine readable statistical data, to develop new and use existing software retrieval tools, and to develop and use existing bibliographic access tools. Workshops will be organized to respond to these educational requirements (The Committee on Education will be responsible for planning these workshops).

It is critical at this stage that every possible idea for panels and sessions be communicated to the Program Committee.[2] If you know of individuals who would be appropriate, send the committee their names and addresses. All ideas for sessions, all recommendations, and sharing of experiences are eagerly sought and much needed. If you wish to contribute a paper, chair a session, or have ideas, PLEASE communicate them to us. We want this conference to be the best yet. And it will be with your participation.

Official Conference Report

Official Record of Decisions

IASSIST Administrative Committee
6, 8 May 1979, Ottawa, Canada

A. Restructuring of IASSIST

1. Standing Committees

    a) Four Standing Committees shall be established of which three (*) shall be activated immediatley and the Committee on Nominations and Elections after a Consitutional Review.

        i) Consititutional Review*

        ii) Nominations and Elections

        iii) Publications*

        iv) Membership*

    b) Each Standing Committee shall have one designated member of the Administrative

---

[2] The program Committee is composed of the following people:

1. Nancy McManus, Social Science Research Council, 1755 Massachusetts Avenue, N.W., Washington, D. C. 20036. Phone: (202)634-8887.
2. Richard Roistacher, Bureau of Social Science Research, 1990 M Street, N.W., Washington, D.C. 20036. Phone: (202)223-4300.
3. Donald Harrison, Machine Readable Archives Division, National Archives, Washington, D.C. Phone: (202)724-1080.
4. Michael Leavitt, Federal Judicial Center (att. Research), 1520 H Street, N.W., Wahsington, D.C. 20005. Phone: (202)633-6344.

Committee and its chairperson shall be appointed by the Administrative Committee.

c) The Committee on Publications shall be constructed such that the Current Editor of the Newsletter is a voting member and past editors are *ex officio* members.

d) Regional Secretariates shall be voting members of the Committee on Membership.

e) Administrative Committee member Harold Naugler shall be Chair of the Standing Committee on Consititutional Review.

2. Other Committees

a) Select Committees shall be established to advance the Association's objectives.

b) IASSIST should have a third category of committees called "interest groups."

c) The Vice-President is charged with the task of working out Select and Interest Group committee structure and responsibilities and will report by September 1st at the latest to the Administrative Committee and membership (through the Newsletter).

B. Elections

1. Per Nielsen elected Vice-President of IASSIST.

2. Sharon Henry and Harold Naugler shall form a Committee on Nominations and Elections for the Canadian Secretariat.

C. Representation of IASSIST in Other Organizations

1. Nancy McManus shall represent IASSIST-U.S. on the U.S. Committee for the UNESCO General Information Program (PGI).

2. Sue Dodd shall represent IASSIST on the Committee on Cataloging: Description and Access of the American Library Association's Resources and Technical Services Division.

D. Newsletter

1. The Newsletter shall be established as the first priority for IASSIST and a Standing Committee on Publications is empowered to move forthwith (See Ala3.)

2. The term of Editor is fixed at two years.

3. The position of Associate Editor is established.

E. Action Groups

1. Action Group reports are accepted.

F. Future Conferences

1. The next IASSIST Annual Conference will be held in Washington, D.C., in 1980.

2. An IASSIST Annual Conference is tentatively scheduled to be held in 1981, with the International Federation of Data Organizations (IFDO), in Europe.

3. The President of IASSIST is empowered to find a Program Chairman for the Washington, D.C. Annual Conference (by Thursday).

Reports of the Action Groups to the Administrative Committee

IASSIST Annual Conference

Ottawa, Canada
7-10 May 1979

During the Annual Conference, members of the Administrative Committee and chairpersons of the Action Groups (AG) met to discuss and evaluate the Action Groups progress during the last two and a half years. There appeared to be a general consensus by the Action Group Leaders that Action Groups needed to define specific tasks, locate committed people, and establish budgets. The feeling was that in some cases the AG mandate is too large. The Action Group leaders felt that the Administrative Committee should take a more active role viz-a-viz the Action Groups and that the Administrative Committee should help set priorities for AG tasks. Some Action Group leaders suggested that the mandates ought to be reevaluated, leading to the possibility of combining certain Action Groups and eliminating those which were ineffective; and tying Action Groups to substantive, ongoing data issues (i.e., those which are meaningful and would receive the support of the entire membership and outside world). Thus, for example, suggestions were made to study interchange formats, data structures for exchange purposes, existing international standards, relationships with international organizations, and training (education) methods. Everyone felt that IASSIST should serve a professional training function, including education. The meeting adjourned with a recommendation that the President and members of the Administrative Committee report to the Administrative Committee as a whole on this discussion, the Action Group leaders report experiences, products, and problems for the Administrative Committee, the Administrative Committee evaluate these reports and the Action Groups constitutional mandates, and Administrative Committee and Action Group leaders arrive at a consensus for ways to improve the present situation.

What follows are the Action Group leaders' reports made to the AdministrativeCommittee.

U.S. Data Organization and Management (DOM)

William Gammell

The DOM met to discuss the organizational framework of the Action Group. The consensus was that only some minor changes are necessary at this time. The concept of "action" group seems less appropriate for this particular group than for others. That is, there is nothing basically wrong with the manoate, but the implied method of how those goals are achieved needs to be dealt with. An "interest group" model is better suited for this group. The "interest group" model would still allow us to perform our evaluative, consultative, and transfer of information functions. Essentially, the only problem has been the "mind set" of the continuing members of the group. We have felt obligated to generate a product and have taken a rather narrow view of what a product is. Either the name of the Action Group should be changed from "action" to "interest" or we should change our ideas about what the term "action" implies. Products will emerge and be stimulated by emphasizing workshops and seminars. Products will probably be the work of subsets of the group, but within a group which provides a congenial set of collaborators. Therefore, our recommendation to the Administrative Committee is that the group concentrate on workshops, round tables, and most importantly, seminars. Seminars would be offered at two levels, introductory and state-of-the-art. By so doing, we will set the stage for the evaluation role of the group.

Canadian and U.S. Classification Action Group (CAG)

Sue Gravel

The CAG has been productive, and although it has not followed its original mandate, the results have been useful. Sue Dodd's cataloguing manual for MRDF and the format for bibliographic citation are the concrete results. The working sessions at previous conferences have been useful as problem-solving sessions.

More projects have been outlined. In order to ensure the completion of the projects, the CAG feels that a revised mandate should be produced, as well as a coordination or merging of the CAG with the Data Documentation Action Group. Because both AGs are dealing with similar problems, a coordination of efforts must exist.

The following projects have been outlined: (1) completion and revision of the cataloguing manual; (2) development of a MARC format; (3) guidelines for cataloging in production (i.e., researcher production); (4) working paper on sources of information for subject classifications; and (5) guidelines for choice of subject classification.

The area of classification of MRDF is one which requires guidance and one for which the AG has the expertise to produce guidleines in many areas.

The Administrative Committee should provide its support to the Action Group in order to ensure that the products of the AG work are formalized.

Canadian and U.S. Data Acquisition Action Group (DAG)

Pierre Lacasse

During the last two years, this Action Group has drawn little attention from the IASSIST membership, and although the matter is important, it is uncertain how we can stimulate action. Possibly, specific tasks on a limited number of issues could be listed in priority. A few interest groups could be organized, with certain members formally committed to the groups, while other uncommitted members could be invited to attend group meetings and eventually became involved.

Canadian and U.S. Data Archive RegistryAction Group (DAR)

Elliott Avedon

In the summer of 1977, a small group of IASSIST members met in Copenhagen and developed a Data Organization Registry Form (DORF). The form has been circulated in a preliminary state for test purposes, and after minimal revisions was given to the International Federation of Data Organizations (IFDO) for its use. IFDO is now using the form for its members. During 1979, the form was reformatted in machine readable form to allow for future revisions. A working group (composed of E. Mochman, A. Robbin, and E.M. Avedon) met at the Ottawa Conference to make revisions. Various sections need only minor revisions; however, the sections on computer and data processing technology, subject contents of the holdings, and organizational structure (including staffing) will be expanded to describe more fully and accurately an IFDO organization. Continuing members of this group include C.M. Geda, Itenny, A. Robbin, E. Mochmann, P. Nielsen, and E.M. Avedon.

Canadian and U.S. Data Documentation Action Group (DOC)

An initial meeting in 1977 (the first annual IASSIST meeting in Florida) was held jointly with the Classification Action Group. Subsequent meetings were held in Copenhagen and Cologne, with additional work on a "file precis" system carried out via correspondence. During 1978, a meeting was held in Chicago to exchange work (carried out by Richard C. Roistacher and Barbara Noble) on data documentation and developments with the"file precis." Subsequent tests of the "file precis", with different types of data files, were undertaken at six data centres. An item in the Newsletter provoked considerable interest and correspondence regarding information, software, and use. During 1979, development and production of the file precise software has continued (at the University of Waterloo) and has been implemented in a number of centres. Work continues on retrieval aspects of the system. (A small meeting, includingmembers of the Leisure Studies Data Bank (Waterloo, Canada), Mochmann (Zentralarchiv fur Empirische Sozialforschung, Cologne), Dodd (Institute for Researchin the Social Sciences, North Carolina atChapel Hill), and Robbin (Universityof Wisconsin-Madison), met to discuss the possibility of augmenting the present Study Description with bibliographic information. It was agreed to place a full bibliographic citation at the beginning of the record for each Study Description for a MRDF). Continuing members include staff at the Leisure Studies DataBank, Danish Data Archives, Zentralarchiv, Data Library, at the Center for Demography and Ecology (University of Wisconsin-Madison), Barbara Aldrich (U.S. Bureau of the Census), Richard Roistacher and Barbara Noble of the Bureau of

Social Science Research (Washington, D.C.). Continuing members from the Joint Classification and Documentation Action Groups include S. Dodd, A. Robbin, and N. McManus.

Canadian and U.S. Process-Produced Data Action Group (PPD)

John DeVries and Donald Harrison

The PPD Action Groups of Canada (John DeVries) and of the United States (Donald Harrison) have decided to continue work on at least three of the projects that were conceptualized at the Florida meeting.

Project #1, the Directory of Directories, has been revived with the amount of available description from Canada and West Germany. Don Harrison will edit a revised, cumulative listing to be available for publication in the September IASSIST Newsletter. In addition to Canada and West Germany, the new listing will include the names of all addresses of contact persons in countries were no formal brochure has been published.

The Task Force voted to go ahead with plans for project #2, a critical review of the holdings brochure and other descriptive literature, and with project #3, a comparison of methods and procedures of commercial and industrial institutions with government data archives. The information will be archived by John Devries (#2) and Harriet Dhanak (#3). A meeting in early August in Ottawa is planned to review these two projects and work assignments. All members of the Task Force will contribute.

On reviewing our original mandate, the Task Force is confident that the Florida planning was sound, though somewhat overly ambitious. We have failed to meet several milestones, yet our projects remain valid and worthwhile. More importantly, they are attainable. Because our members are scattered throughout the United States and Canada, we have been tardy on due-dates and the like. This seems to be the "nature of the beast," which can be overcome with initiative.

Canadian and U.S. Data Archive Development Action Group (DAD)

Laine Ruus

The Action Groups mandate consisted of two main functions--(a) the production of a Guide to the provision of data services, and (b) concern with the educational development of an emerging profession, through workshops, seminars, etc.

An outline was developed and revised for a Guide. Action groups and individuals were solicited for their personal contributions to the Guide as authors of subsections within their individual areas of expertise and interest. Abstracts were solicited and even received from approximately one-half of the committed authors/contributors. A 'Style Guide' was developed and sent to all in the summer of 1978, with a first draft deadline of September 1st 1978. Two prospective first drafts have been received.

A 'Summer School' program has been developed at DPLS/University of Wisconsin-Madison, albeit without active DAD Action Group contribution. In fact, this portion of the mandate has not been actively discussed at any of the annual meetings of the DAD AG. (However, C. Geda and H. Naugler lead an enthusiastic group in a seminar on

education and a recommendation to the IASSIST membership has been forthcoming to establish a Select Committee on Education).

Problems of this action Group include a high turnover of individuals attending the annual Action Group meetings, necessitating copious explanations and little progress. No response to repeated proddings to produce sections of the Guide (especially draft copy to pass on to readers) has been forthcoming.

Four alternatives are possible for the future. (1) The Action Group can try to carry on as originally projected or planned, perhaps reassigning authorship responsibilities; (2) The _Guide_ can be issued as a series of individual documents, rather than as a single monograph, which will have the dual advantage of staggered publication responsibilities and easier updating of individual documents as they become out-of-date; (3) The entire _Guide_ project can be scrapped, as perhaps it was too abitious an undertaking. In the event of this being chosen as an alternative, the mandate of the DAD should be thoroughly revamped or this AG scrapped altogether. This would be undesirable because the _intent of the mandate still holds_. _We only now have a clearer idea of the difficulties of operationlizing_ the mandate; (4) Locate one person who is willing and capable of writing the entire _Guide_.

Other Conference Reports

Classification Action Group Summary

Three sessions were scheduled during the IASSIST conference. Two of these sessions were held jointly with the Data Documentation Action Group. The first of these was a general discussion on the past activities of the two action groups and what people would like to see happen in the future. No concrete suggestions were made.

Two papers were presented at the second joint session. Jane Henson from the Data and Program Library Service, University of Wisconsin gave a paper entitled 'Cataloging Machine Readable Data Files: An Analysis'. The Presentation focused on three areas: 'the analysis of four types of cataloging philosophies, an illustration of levels of description for cataloging machine readable data files; and the presentation of the extended entry decision table to assist the cataloger in determining the appropriate level of cataloging. The second presentation was given by Harry A. Freedman of the Standards Division, Statistics Canada, entitled 'Towards Organized Statistical Data Documentation: 'The Statistics Canada Data Directory System Project'. The paper described the Data Directory System proposed within Statistics Canada and outlined the major labels under which the surveys will be identified. Twenty-two were listed, including coverage, survey sponsor, sample size, survey design, and data collection procedures.

The third and final session was a meeting of the CAG. Several topics were discussed: bibliographic citations vs. bibliographic records, the MARC format, and social science thesauri. Many interesting points were covered. Several projects were proposed: the completion and revision of the cataloguing manual (Sue Dodd), the development of the MARC record specifically, proposing the necessary changes for MRDF, guidelines for cataloguing-in-production, a work-

ing paper on sources of information for subject classification, and guidelines for the choice of subject headings.

The CAG has more than enough projects for the active members. It will await the results of the review of the Action Groups before developing a detailed work plan.

Sue Gravel

The Night Flight

The Night Flight -- which was actually a Day Flight -- was organized to initiate discussion of developing national information policies as they affect users of government -- produced machine -- readable data. We have already discussed at IASSIST Conferences and will continue to discuss issues of privacy, but we should also start addressing the appropriate roles for commercial vendors, for government agencies and for academic and other nonprofit organizations in disseminating data. The Canadian CANSIM is one model, but there are others which should be examined and discussed. We will attempt to do this through the Newsletter and at future conferences. In this way we can assist all of our members in making informed contributions to information policy development in their own countries, contributions which will improve access to government data by social science researchers.

None of the papers really addressed "International Cooperation for Acquisition and Disposal of Machine-Readable Data Files," but they were all good and I think it was a valuable session. The first paper by Geoffrey Mitchell of Statistics Canada focused on the limitation of survey data files of which data librarians should be aware, e.g. its a good survey but.... it lacks the appropriate questions, the necessary demographic information; the sample is too small to produce the necessary subset, etc.; its the wrong population, etc.

The other two papers by Tomasz Bankowski of ZOWAR in Poland and Jane Mugford of Survey Research Centre at the Australian National University were descriptions of the development and activities of their respective organizations. They were both interesting, primarily because few of us had more than the fuzziest notions of what was happening in either country.

Judith Rowe

Public Use Files: Past, Present and Future

In this seminar, five papers were presented. They dealt with various aspects of the use of machine-readable data from censuses.

The first presentation: "Reflections on the development of the 1971 Canadian Public Use Sample Tapes", by Dr. E. Pryor, Census Manager, Statistics Canada, gave the "inside view" on the release of micro-data from the Canadian census. Dr. Pryor contrasted the demands for "more data, more variables" from the research community with the needs for maintaining confidentiality of responses, accountability to the state and guaranteeing the access to future data, on the part of a central statistical agency.

The second presentation: "Machine-readable census data: the

INDEX TO VOLUME 2

Babylonian Documents, 2, 4, p. 104

Bibliographic/Marc Data Base for Social Science Data Files in a Network Environment; Building a, 2, 2, pp. 34-37

Book Reviews, 2, 3, pp. 84-89

Borman, Lorraine, 2, 1, pp. 14-18

Bova, Patrick, 2, 2, pp. 44-48

Buchanan, Jan, 2, 1, pp. 26-27

Chairperson's Report, February 8-11, 1978, 2, 1, p. 26

Chairperson's Report, 2, 3, pp. 78-80

Chairperson's Report, 2, 4, pp. 101-102

Computers and the Humanities, 2, 4, pp. 102-103

Computer Networking on the Social Science; The Impact of, 2, 1, pp. 3-12

Constitution, 2, 1, pp. 3-5

Data Organization and Management Action Group, 2, 1, pp. 23-24

Distribution of Labor in a Social Sciences Data Information Network; Notes on the, 2, 3, pp. 69-75

Documentation Action Group; Action in the, 2, 1, p. 23

Dodd, Sue A., 2, 2, pp. 34-37

Dodd, Sue A., 2, 2, pp. 49-52

Election Results, 2, 4, p. 102

Gammell, William J., 2, 1, pp. 23-24

Gammell, William J., 2, 2, pp. 38-43

Geda, Carolyn, 2, 1, p. 26

Geda, Carolyn, 2, 3, pp. 78-80

Hanis, Edward H., 2, 4, p. 102

Harrison, Donald, 2, 1, pp. 24-25

IASSIST Conference; 1979 North American, 2, 1, pp. 26-27

IASSIST Conference; European, 2, 2, p. 49

International Federation of Data Organization (IFDO), 2, 3, p. 81

Laube, Sheldon, 2, 1, p. 23

Letters to the Editor, 2, 3, pp. 82-83

MRDF Cataloging Conference, 2, 2, pp. 49-52

Madron, Thomas Wm., 2, 3, pp. 56-68

Network-Based Scientific Community Economic Climate and Social Structure; The, 2, 1, pp. 19-22

Networks and Networking, 2, 3, pp. 56-68

Networks; Problems and Potentials for the Social Community, 2, 1, pp. 14-18

Nominating the Administrative Committee; Procedures for, 2, 1, p. 5

Norc Library as Information Center and Data Archive; The, 2, 2, pp. 44-48

People and Places, 2, 3, p. 80

Peters, Paul Evan, 2, 3, pp. 69-75

Process-Produced Data; Action Group on, 2, 1, pp. 24-25

Rasmussen, Karsten Boye, 2, 3, pp. 76-77

Regional Databases for Automated Cartography, 2, 1, p. 27

Riggs, Fred, 2, 1, p. 27

Robbin, Alice, 2, 1, pp. 3-12

Robbin, Alice, 2, 4, pp. 95-100

Roistacher, Richard C., 2, 1, pp. 19-22

Roper Center: Development of a New Organization Model for Data Access; The, 2, 2, pp. 38-43

Rowe, Judith, 2, 3, p. 80

Technical Standards for Magnetic Tape Exchange Between Data Organizations, 2, 3, pp. 76-77

UNISIST Information Activities, 2, 4, p. 103

UNISIST/Social Science Information, 2, 1, p. 27

West European Secretariat, 2, 2, p. 49

iassist

international association for social science
information service and technology
l'association internationale pour les
services et techniques d'information
en sciences sociales

OBJECTIVES

Encourage and support the establishment at local and national levels of information centers for data base reference, maintenance, and dissemination

Foster international dissemination and exchange of information on significant developments in information centers for statistical and textual machine-readable data bases

Coordinate on an international level programs, projects, and general procedural efforts which provide an international forum for the discussion of problems relating to information centers

Promote the development of professional standards and encourage the establishment of training for data center personnel

ACTIVITIES AND MEMBER PARTICIPATION

Members participate in Action Groups organized to address problems in the following areas: Data Archive Registry, Data Archive Development, Data Acquisition, Data Documentation, Classification, Process-Produced Data, and Data Organization and Management

The Action Group activities include development of a registry of data libraries, archives, and information services; writing of a guide to providing social science data services for research, policy and planning purposes; development of standards for data acquisition, documentation of sample survey and process-produced data, bibliographic control and citation of social science machine-readable data, and the relationship of study design to data management; and, creating a directory of catalogues which list machine-readable data files

Other activities include regional and international workshops, conferences, seminars and training sessions.

PUBLICATIONS

IASSIST *Newsletter*: A quarterly publication on activities relating to the production, acquisition, preservation, processing, distribution, and utilization of machine-readable data in the international social science community

IASSIST *Conference Proceedings*

MEMBER BENEFITS

IASSIST *Newsletter*

S.S. Data: A Newsletter of Social Science Archival Acquisitions (a quarterly publication from the University of Iowa, describing social science data acquisitions around the world)

Special rates on other IASSIST publications

NAME ____________________

MAILING ADDRESS ____________________

____

INSTITUTIONAL AFFILIATION ____________________

____

TELEPHONE NUMBER ____________________

DATE ____________________ AMOUNT ENCLOSED ____________________

MEMBERSHIP FEES:

Individual: Regular $15 ________ Student $5 ________ Charter $100 ________
Institutional (two individual memberships): $35 ________
Library subscription: $25 ________

MAKE CHECK OR MONEY ORDER PAYABLE TO *IASSIST*.

Send payment to:
U S. Secretariat, Judith Rowe
Computer Center, Princeton University
87 Prospect Avenue
Princeton, New Jersey 08540

iassist

iassist

international association for social science
information service and technology
l'association internationale pour les
services et techniques d'information
en sciences sociales

OBJECTIVES

Encourage and support the establishment at local and national levels of information centers for data base reference, maintenance, and dissemination

Foster international dissemination and exchange of information on significant developments in information centers for statistical and textual machine-readable data bases

Coordinate on an international level programs, projects, and general procedural efforts which provide an international forum for the discussion of problems relating to information centers

Promote the development of professional standards and encourage the establishment of training for data center personnel

ACTIVITIES AND MEMBER PARTICIPATION

Members participate in Action Groups organized to address problems in the following areas: Data Archive Registry, Data Archive Development, Data Acquisition, Data Documentation, Classification, Process-Produced Data, and Data Organization and Management

The Action Group activities include development of a registry of data libraries, archives, and information services; writing of a guide to providing social science data services for research, policy and planning purposes; development of standards for data acquisition, documentation of sample survey and process-produced data, bibliographic control and citation of social science machine-readable data, and the relationship of study design to data management; and, creating a directory of catalogues which list machine-readable data files

Other activities include regional and international workshops, conferences, seminars and training sessions.

PUBLICATIONS

IASSIST *Newsletter*: A quarterly publication on activities relating to the production, acquisition, preservation, processing, distribution, and utilization of machine-readable data in the international social science community

IASSIST *Conference Proceedings*

MEMBER BENEFITS

IASSIST *Newsletter*

S.S. Data: A Newsletter of Social Science Archival Acquisitions (a quarterly publication from the University of Iowa, describing social science data acquisitions around the world)

Special rates on other IASSIST publications

NAME ____

MAILING ADDRESS ____

____

INSTITUTIONAL AFFILIATION ____

____

TELEPHONE NUMBER ______________________________

DATE ______________________ AMOUNT ENCLOSED ______________________

MEMBERSHIP FEES:

Individual: Regular $15 __________ Student $5 __________ Charter $100 __________
Institutional (two individual memberships): $35 __________
Library subscription: $25 __________

MAKE CHECK OR MONEY ORDER PAYABLE TO *IASSIST*.
Send payment to:
U.S. Secretariat, Judith Rowe
Computer Center, Princeton University
87 Prospect Avenue
Princeton, New Jersey 08540

iassist